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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Gymnastics** | | **Date** | **25/05/2021** |
| **Club or Society** | **University of Southampton Gymnastics Club** | **Assessor** |  | |
| **President or Students’ Union staff member** |  | **Signed off** |  | |

| ***PART A*** | | | | | | | | | | |
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| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**  **(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | |  | **Residual** | | | **Further controls (use the risk hierarchy)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |
| Slips, trips and falls  (Onto sprung floor or crash mats) | Personal injury and affects upon others | User and those nearby | **1** | **3** | **3** | **Brief participants on personal safety before beginning**  **Brief participants to pay attention to where they are walking and put equipment back away after use to protect others** | **1** | **3** | **3** |  |
| Undertaking activities beyond skill capacity | Personal injury and affects upon others | User and those nearby | **2** | **3** | **6** | **Ensure that participants work within/just beyond skillset, asking a coach for assistance when trying something new** | **1** | **3** | **3** |  |
| Collisions | Colliding when practising skills | User and those nearby | **1** | **2** | **2** | **Brief participants on safety of self and others** | **1** | **2** | **2** | Ensuring adequate space is left between participants when necessary |
| Overstretching of muscles | Pulled muscles and strains | User | **2** | **2** | **4** | **Ensure correct and adequate warm-up procedure**  **Brief participants on safe practice and staying within their skillset ability to avoid overstretching, asking for coach assistance if unsure** | **1** | **2** | **2** |  |
| Wearing jewellery or inappropriate clothing (e.g. loose or dangling straps) | Jewellery or clothing could get caught on the individual and cause injury | User | **2** | **2** | **4** | **No jewellery permitted and fitted clothing with no loose parts or straps should be worn** | **1** | **2** | **2** |  |
| Exacerbation of existing medical conditions, e.g. asthma, epilepsy | Severe illness if symptoms of the conditions are triggered/worsen | User | **1** | **4** | **4** | **Collect medical history from each participant and ensure they bring any medication they may need normally or in an emergency to every session** | **1** | **4** | **4** |  |
| Faulty equipment | Faulty equipment could break and fall onto someone or someone could fall off the apparatus | User and those nearby | **2** | **3** | **6** | **Check all equipment before use and ask a member of staff how to use it and its safety if unsure** | **1** | **3** | **3** |  |
| Covid-19  Hand washing | Catching of, or spread of Covid-19 | * Clubs/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **1** | **5** | **5** | * Providing hand sanitizer around the environment * Members told to wash their hands before and after attending the sessions | **1** | **3** | **3** |  |
| Covid-19  Movement Around Buildings | Catching of, or spread of Covid-19 | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * Reducing movement by discouraging non-essential trips within buildings and sites. * Participants must follow the one-way system in place and wear a mask at all times in the building * Reducing task rotation and equipment rotation, for example, single tasks for the activity. * Reducing the number of people in attendance at site inductions and consider holding them outdoors wherever possible with social distancing. * No changing rooms or showers will be available on site, and all members will arrive dressed for activity * Toilets will be available – participants must follow the one-way system to access them and wear a mask at all times | **2** | **3** | **6** |  |
| Covid-19  social distancing | Catching of, or spread of Covid-19 | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **2** | **5** | **10** | * 2 metre social distancing to be in place between participants at all times | **2** | **3** | **6** | If 2 metres is not possible, 1 metre social distancing to be implemented |
| Covid-19  Symptoms of Covid-19 | Catching of, or spread of Covid-19 | * Club/Soc Members | **4** | **5** | **20** | * Any member felling unwell or showing any symptoms will not be allowed to attempt any in person activities and must let the organisers know in advance * Committee Members will maintain regular contact with members during this time.      * If advised that a member has developed Covid-19 and that they were recently in contact with member, the Club/Socs committee will contact SUSU Activities Team and will encourage the person to contact Public Health England to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken. <https://www.publichealth.hscni.net/> | **3** | **5** | **15** | * Planning for people who are unable to engage in person * Provide meaningful alternative activity for those who have someone shielding in their household * Helping members at increased risk to engage from home, either in their current role or an alternative role * Offering people the safest available roles in an activity * Planning for members who need to self-isolate. |
| Covid-19  Face Coverings | Catching of, or spread of Covid-19 | * Club/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * Facemasks to be worn by all members and committee upon entering the building and room * Masks to be taken off only once the physical activity has begun in accordance with government and national body guidelines * Masks to be put on upon leaving the room and exiting the building | **2** | **3** | **6** | * Face coverings that cannot be adequately disinfected (e.g. disposable half masks) should not be used by more than one individual.   Reference <https://www.hse.gov.uk/news/face-mask-ppe-rpe-coronavirus.htm> |
| Covid-19  Cleaning of Equipment | Catching of, or spread of Covid-19 | * Club and society members * Anyone else who physically comes into contact with you in relation to your activity | **3** | **5** | **15** | **Individual equipment to be cleaned before and after use by each individual person**  **Cleaning stations set up around the gym** | **2** | **3** | **6** |  |

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| ***PART B – Action Plan*** | | | | | | | |
| **Risk Assessment Action Plan** | | | | | | | |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | | **Review date** | **Outcome at review date** | |
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| Responsible committee member signature: Rebecca Payne | | | | | Responsible committee member signature: William Evans | | |
| Print name: Rebecca Payne | | | | Date: 25/05/2021 | Print name: William Evans | | Date: 25/05/2021 |

**Assessment Guidance**

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| 1. Eliminate | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| 1. Substitute | Replace the hazard with one less hazardous | If not possible then explain why |
| 1. Physical controls | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well |
| 1. Admin controls | Examples: training, supervision, signage |  |
| 1. Personal protection | Examples: respirators, safety specs, gloves | Last resort as it only protects the individual |

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| **LIKELIHOOD** | 5 | 5 | 10 | 15 | 20 | 25 |
| 4 | 4 | 8 | 12 | 16 | 20 |
| 3 | 3 | 6 | 9 | 12 | 15 |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 1 | 1 | 2 | 3 | 4 | 5 |
|  | | 1 | 2 | 3 | 4 | 5 |
| **IMPACT** | | | | |

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| Impact | | Health & Safety |
| 1 | Trivial - insignificant | Very minor injuries e.g. slight bruising |
| 2 | Minor | Injuries or illness e.g. small cut or abrasion which require basic first aid treatment even in self-administered. |
| 3 | Moderate | Injuries or illness e.g. strain or sprain requiring first aid or medical support. |
| 4 | Major | Injuries or illness e.g. broken bone requiring medical support >24 hours and time off work >4 weeks. |
| 5 | Severe – extremely significant | Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work. |

Risk process

1. Identify the impact and likelihood using the tables above.
2. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.
3. If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable.
4. If the residual risk is green, additional controls are not necessary.
5. If the residual risk is amber the activity can continue but you must identify and implement further controls to reduce the risk to as low as reasonably practicable.
6. If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced.
7. Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.
8. The cost of implementing control measures can be taken into account but should be proportional to the risk i.e. a control to reduce low risk may not need to be carried out if the cost is high but a control to manage high risk means that even at high cost the control would be necessary.

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| Likelihood | |
| 1 | Rare e.g. 1 in 100,000 chance or higher |
| 2 | Unlikely e.g. 1 in 10,000 chance or higher |
| 3 | Possible e.g. 1 in 1,000 chance or higher |
| 4 | Likely e.g. 1 in 100 chance or higher |
| 5 | Very Likely e.g. 1 in 10 chance or higher |